



“FINAL”

CCIDC
Board of Directors
Regular Board Meeting
Hilton San Diego Resort
September 25, 2010 – 9:00 A.M.

MINUTES

CALL TO ORDER: There being a quorum present, the meeting was called to order by Robert E. Wright, Chair, at 9:17 a.m.

PRESENT:	Robert E. Wright, Public Member	CHAIR
	Zara Stender, IDS	VICE-CHAIR
	Susan Hauser Ellis, Public Member	TREASURER
	Richard Galitz, Public Member	SECRETARY
	Joanne Stage, NKBA	
	Chris Coldoff, IIDA	
	David Wagner, Independent Designer	
	Deborah Ogden, IFDA	
	John Searles, Public Member	
	Marie Cooley, IDEC	
	Doug Stead	EXECUTIVE DIRECTOR
	Wendi Stevens	EXECUTIVE ASSISTANT

ROLL CALL: After the roll call the board went immediately into “closed session”.

CLOSED SESSION

Michelle Eaton, ASID, CID, was introduced to the board as a prospective new board member to the CCIDC board of directors.

Motion was made by Searles, seconded by Cooley, to approve Michelle Eaton, ASID, CID, as a new member to the CCIDC board for a term of three years. Motion was carried unanimously.

Michelle took her seat at the board immediately in order to participate in the meeting.

COMPLIANCE: Staff reporting: gave update on current certification statistics.

OPEN SESSION RESUMED AT 10:00 A.M.

Board and staff introduced themselves. Guests introduced themselves.

GUESTS: James Vallejo
Holly Hodnick, CID
Denise Turner, CID
Patricia Weiss

MINUTES: *Motion was made by Stender*, seconded by Cooley, to approve the board meeting minutes for 05/15/2010. Motion was carried unanimously.

IDEX: Cooley reporting: Marie Cooley gave update.

The board requested staff to contact third party vendors of IDEX study materials to request the trademark symbol be added wherever "IDEX California" is used and to provide a disclaimer that they are not affiliated with CCIDC in any way.

CALBO: Wagner reporting: David Wagner gave update.

CALBO Annual Business Meeting will be in Costa Mesa November 15th through 19th this year and not in Napa next year.

MARKETING/OUTREACH: Ogden reporting: Deborah Ogden gave update on current marketing and outreach programs to consumers and interior design schools and students.

TREASURER'S REPORT: Hauser Ellis reporting: Susan Hauser Ellis gave update on un-audited 2010 Profit and Loss Statement, Balance Sheet and Expense to Budget reports as of August 31st, 2010.

Motion was made by Galitz, seconded by Searles, to approve the audited 2009 Fiscal Year financial statements and to post same on the CCIDC web site. Motion was approved unanimously.

CORRESPONDENCE: Wright reporting: The board reviewed correspondence and articles contained within the board meeting binder.

CHAIR'S REPORT: Wright reporting: Gave update on current legislation pending in the legislature that may affect CCIDC in 2010 with respect to Sunset Review.

OLD BUSINESS: The board approved the revised Policy's and Procedures as follows:

Motion was made by Searles, seconded by Wagner to **approve** Finance Policy and Procedure 1.2 "Check Authorization and Signature Policy". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **delete** Finance Policy and Procedure 1.3 "President's Discretionary Funds". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Finance Policy and Procedure 1.4 "Corporate Loans". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Finance Policy and Procedure 1.2 "Check Authorization and Signature Policy". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **delete** Finance Policy and Procedure 1.5 "Equipment Loans and Disposal". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to approve Finance Policy and Procedure 1.2 "Check Authorization and Signature Policy". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Board Operations Policy 2.1 "Position Statements and Confidentiality". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **delete** Board Operations Policy 2.2 "Bylaws and Policy Review Schedule". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Board Operations Policy 2.3 "Conflicts of Interest". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Board Operations Policy 2.4 "Prevention of Sexual Harassment". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Education Policy and Procedure 3.1 "CEU Requirements for CID's". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Legal Policy and Procedure 4.1 "Member Appellations". Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Legal Policy and Procedure 4.2 “Election of Officers”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Legal Policy and Procedure 4.3 “Contracts for Services and Products”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Legal Policy and Procedure 4.4 “Graphic Standards”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **delete** PR/Awards Policy and Procedure 5.1 “Award of Recognition for Special Services”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **delete** PR/Awards Policy and Procedure 5.2 “President’s Commendation”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **delete** PR/Awards Policy and Procedure 5.3 “Certificate of Appreciation”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Executive Policy and Procedure 6.1 “Reimbursable Travel Expenses for Board Members”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Executive Policy and Procedure 6.2 “Protocol Guidelines for CCIDC Board of Directors Presence at Events”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Executive Policy and Procedure 6.3 “Required Attendance at Board of Director Meetings”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Executive Policy and Procedure 6.4 “Schedule and Procedure for Submitting Information to the Board of Directors”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Executive Policy and Procedure 6.5 “Distribution of Board of Directors Meeting Minutes”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Executive Policy and Procedure 6.6 “Directors Per Diem Reimbursement”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Executive Policy and Procedure 6.7 “Director Retention of Board of Directors Materials”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Executive Policy and Procedure 6.8 “Ensure Communication at all Levels”. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** Executive Policy and Procedure 6.9 “Method for Release of CID Roster”. Motion was carried unanimously.

NEW BUSINESS: Robert Wright presented revised CCIDC Bylaws, and Rules and Regulations prepared by CCIDC Legal Counsel in concert with the CCIDC Board of Directors for approval by the board.

Motion was made by Searles, seconded by Wagner to **approve** the amended and revised CCIDC Bylaws. Motion was carried unanimously.

Motion was made by Searles, seconded by Wagner to **approve** the amended and revised CCIDC Rules and Regulations. Motion was carried unanimously.

PUBLIC SESSION: **Wright** opened the meeting to questions from the audience.

ADJOURNMENT: *Motion was made by Searles*, seconded by Galitz, to adjourn the meeting at 11:26 a.m. Motion was carried unanimously.

End of Minutes.